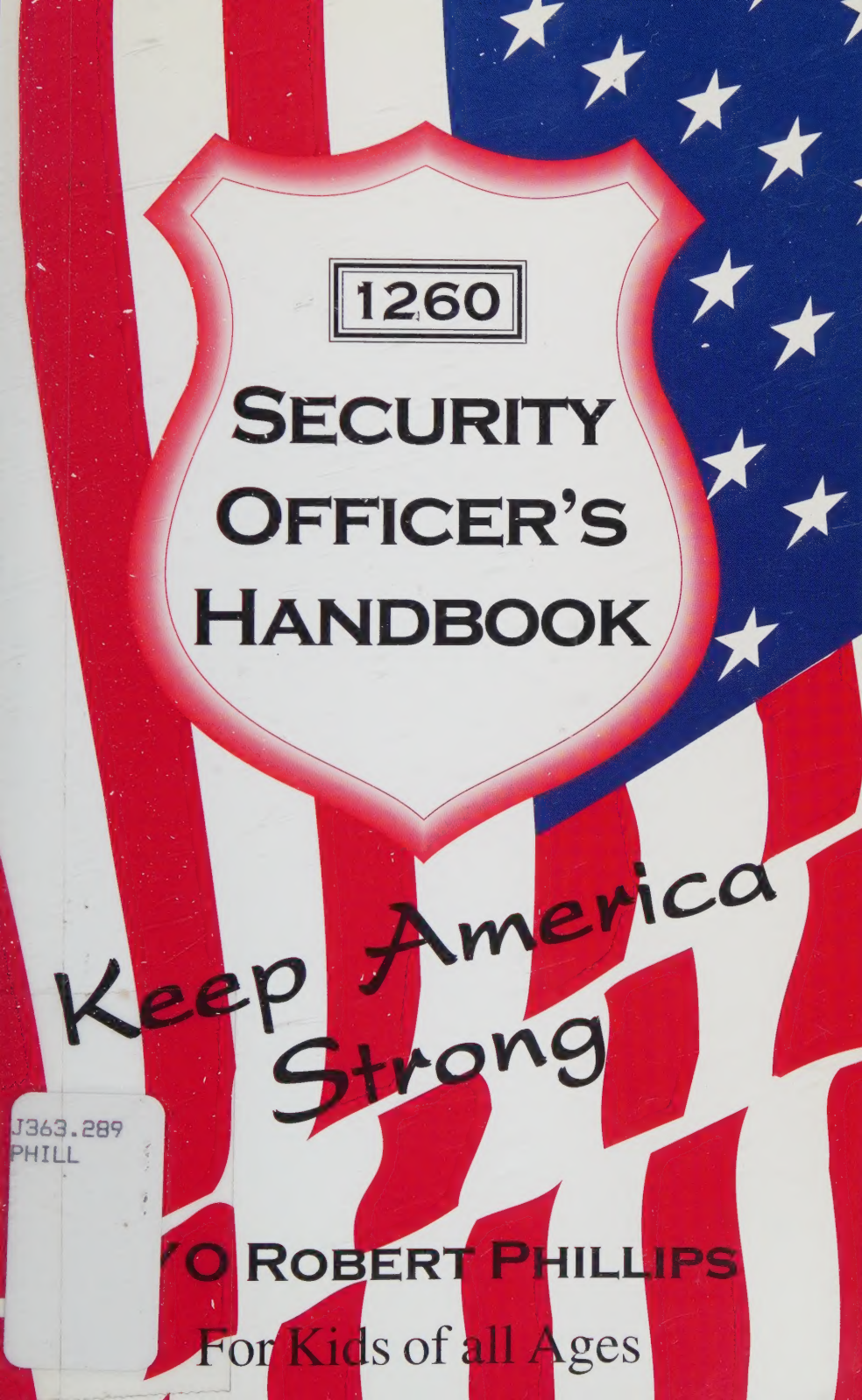

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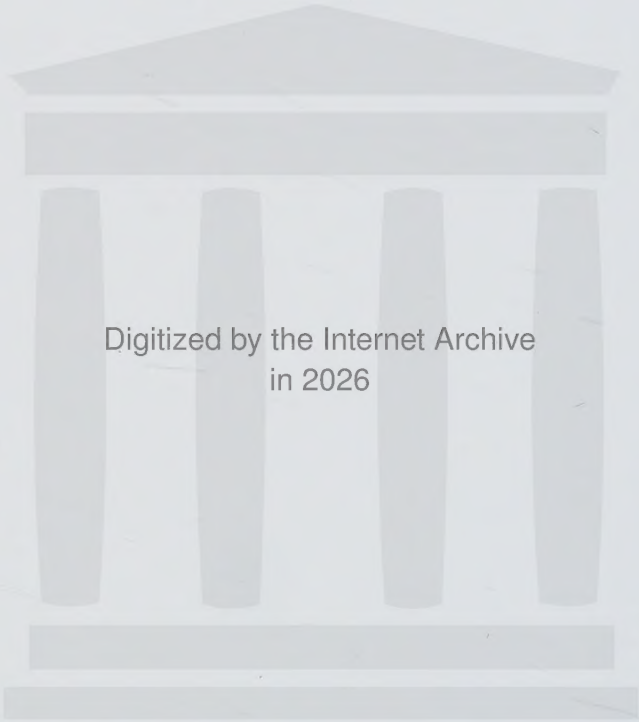
'O ROBERT PHILLIPS

For Kids of all Ages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OF ACPL

S/O ROBERT PHILLIPS

American Literary Press
Five Star Special Edition
Baltimore, Maryland

Security Officer's Handbook

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Thanks guys!

Respectfully to all
my friends and readers,
Robert Phillips

JUST FOR KIDS

QUESTIONS AND ANSWERS

WRITE TO:

ROBERT PHILLIPS
SECURITY OFFICER'S HANDBOOK
AMERICAN LITERARY PRESS
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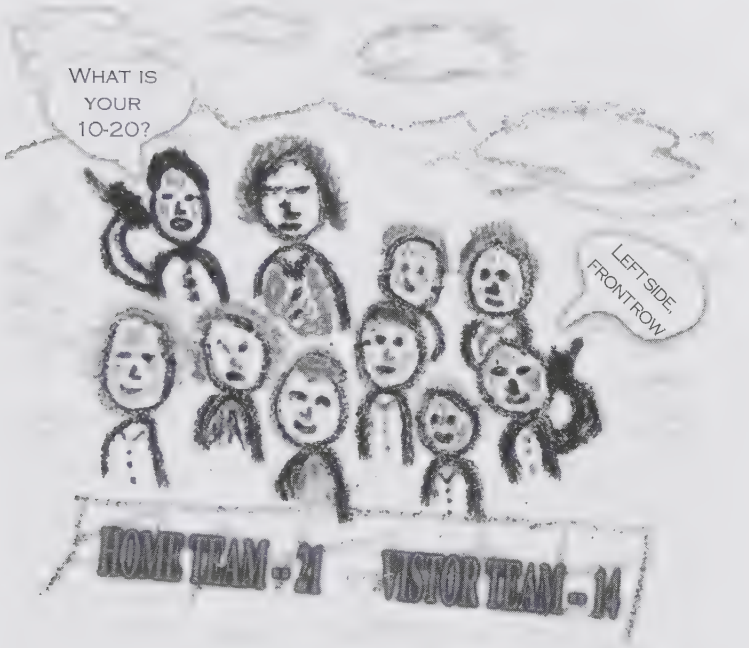
Just For Kids



He said, "What is your 10-20?" or "Where are you?"

His friend said, "Left side, front row." This is where he is.

Easy and fun!

Webster's definition of Security:

Safe; free from care; firmly fixed; make safe from risk of loss; make firm; gain possession of;

In this book, the *Security Officer's Handbook*, you will see there are many other kinds of security.

One type of security that we overlook is the mental security that we all need. This, as a security officer addresses it, is your peace of mind. Are things around us normal? Do we see things with our eyes that tell our brain we are OK? When we watch television, we believe what we see. But we all know that our mind accepts only what we want to see (or feel), but that is another type of security we will talk about later. Now, lets investigate mental security. Do you wear a belt? This is designed to hold up your pants. It also gives us mental security. The belt around our waist tells us that our pants will not fall down. So, peace of mind. Do you wear a bra? This gives support and peace of mind. Mental security gives us protection so that we are free from care.

FOR MOST OF US, THIS IS WHERE IT STARTS.

Our hopes and dreams, our peace of mind, our security, and our lives together. No matter what our religion is, we have one thing in common, the future of our lives here on earth. The goals of our freedom, and the hopes for our children and their children.

Whoever we pray to, when we pray, we have faith and hope that our God, whoever he is, will hear our feelings and will touch our lives.

SAFE AND SAFER:

Are we safe? When we are at the mall and see the security guard, do we think we are safe? Usually, we do not think about him. But our mind says to us, I am safe. Why? The image of what we see tells us that everything is alright. So, we are happy.

Did you know that a security officer is taught to be aware of people's emotions? What this means is that he can see in people's eyes that they are afraid of something, they are worried, they have some concerns about the environment they are in, and they need to be insured that they are safe and out of harms way. This is part of the "feeling" of security.

I have been advised to address this problem by going to this person and saying, "Hi, how are you? Do you come here often? Great weather today! If I can help you in any way, I'm right here."

Peace of mind may be the answer to most of our "mental and feeling" security problems. When we are in church, our mental state of mind is relaxed, and we see things as hopeful and our future is going to be alright. Our feeling of security is totally at rest. Sure, things are going on in our mind, I have to do this, I have to go there. And when we get home from worship and prayer, just the feeling that we made it gives us a sense that I can do it again tomorrow. And a good night's sleep is just the thing to feel relaxed and willing, able and secure to handle what is next.

Beginning thoughts

A baby comes into the world, but knows nothing about security. All it knows is nothing. But as the baby's days pass it can feel the security of mother's love, and daddy's hand. The feeling of it's time to eat, the feeling that it's wet, the feeling that there is a warm and loving person holding it, the feeling of security begins to grow.

There is no thought of being unsure. So, where does this feeling come from? Doctors have said that the feeling of "no" has a lot to do with it. When the baby is said "no" to, after all the love and "yeses" the baby has received, the baby starts to feel unsure. He or she will cry, throw fits, not sleep, and will see that his security is not secured. A person is born to have all kinds of securities. A mother's breast for food, a father to rock the baby to sleep, a grandparent to give everything, warm clothes and the feeling of love no matter what. It is expected of our elders to give to us the security to make us not afraid, to know no fear and instill in us the peace of mind that there is someone that is always there for us. This is what has made man and woman strong and a survivor.

Guidance is another way to give security. I have found that to guide people to a secure location in times of trouble can give a person security in their life.

Their mind is open to safety and security in times of disorder and stress. This is an important order of the officer's handbook. Helping people to feel secure is a basic rule.

Security and happy clients come in all sizes.

Protection is the name of the game, from the east to the west.

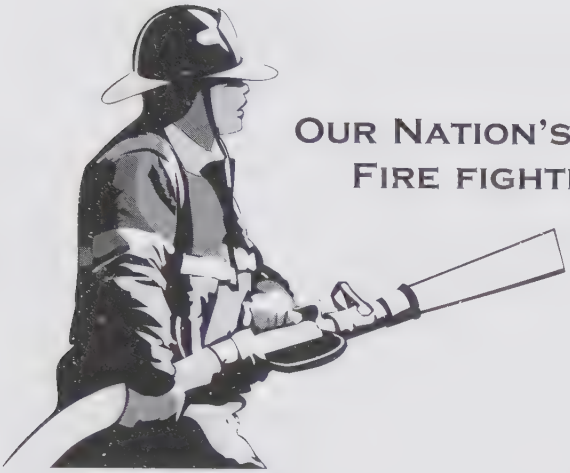
Personal and private:

A client's property should always be secured and safe. Clients looks for a security service so they can know that their property and their inventory of stock, building, and all personal items are to be guarded at all times. There are rules about no sleeping on the job. Always be alert, know the area you work in well, checking all personal IDs and passes to areas, watching for anything unruly, being sure doors are locked, parking area is safe, and above all, the client's employees are protected and safe at all times.

Did you ever think about giving security to your employer? You can, you know. Be on time to work, have work done on time, smile, be positive, know what is expected of you, give a little extra. Your employer will see you as a person he or she can trust and depend on. This can give security to both your job and to you.

These rules apply to everyone. If you know that you are safe and your personal property is secure, then you are protected by security. People have a dog that gives them security. Some have a gun that provides them security. Alarms, lights, fences, etc. Anything that works for you.

But remember, everything starts with you. As you will your mind to be secure, security will follow. Then your personal life and your private safety will be safe, and security will prevail.

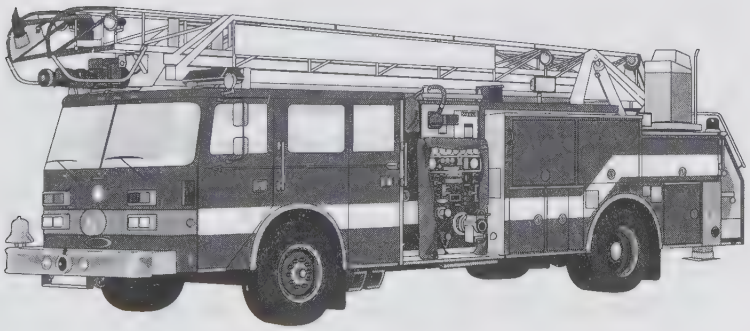


Our Nation's Best: Fire fighters

These men and women are the hero's of America.

They are always on the job, 24/7. You call, they come. Security is what they give us. From the ground up. Tall buildings are no match for these women and men. They are fire fighters.

God bless them all.



"9-11-01"

There is no finer example of security than 9-11.

The bravery of our fire departments all over the USA cannot count the lives that are saved every day and night. These true heroes, both men and women, risk everything for all of us. Their own life, their family, their home, and their hearts pound every time the alarm goes off. Telling them they may not come back. And they risk it all! God go with them always.

And in these days and time, we can not forget our police departments. 24/7 is their call, just for you and me. Rescuers giving their all in order to give security to us, and we complain over and over about getting a traffic ticket. These officers give their lives in hopes that what they do will make a good difference at the end of the day. Have you been shot at lately? They have a motto, "To serve and protect," and they do this.

You have security every time you pick up the telephone and dial 911. The security that there is someone out there to be at your aid any time you need it.

With tears in your eyes you call out, "Help, my child is not breathing," or "My dog is lost," or "There has been an automobile accident," or worst of all, you can be having a heart attack. Security is on the way! The fire department, the police, the paramedics are there to help and secure the problem for you.

We should be glad someone is there for us.

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INTEGRITY, VIGILANCE, HELPFULNESS, SAFETY, PROTECTION, GUIDANCE

The rules that a security company has are set up to guide and help a security officer to give the best security that will serve both the public and the clients.

Vigilance: an officer is always on the watch. A watch for property, for people in need, for a problem in parking lots, for the handicapped person, for children and the many problems that they can get into, and for any safety defects that may be present. All these things plus many more areas need to be in the mind of a security officer while on duty. These things carry over into everyday life. We are taught to be on the lookout for anything of danger and/or things that look as if they do not belong. People wearing clothes that are out of place. Trash cans that are too full. Just watch the policeman driving his car. He is always looking in all directions. Not only for his safety, but for things that do not look right. The security officer on his or her post at the mall, at the gates of entrances of a business, at the high-rise building where you work, at the bank, at the market, anywhere you look, there will be security for you, and the help you need at any time you need it. He or she will be of help at your command. Guidance, for your protection, 24/7. No, he will not carry your bag to the car, or baby-sit your kids, but he will protect you and guide you to safety and see you're in a safe and secure environment, always.

September 11th, 2001

New York, New York

We as Americans will never forget the many men and women that died that day. The world will never forget the sorrow and the pain that was felt that day. The children who died that day. The pets, the beautiful buildings, the streets, the cries for help.

As I sat in my home in California, having my cup of morning coffee, watching TV, the morning show, I was not thinking about my needs, just drinking my coffee. It was a beautiful day and many things to do that day. And all of a sudden, a breaking news report came on the screen. I thought it was a car wreck, or a flood somewhere, or a bank being robbed. I sat stunned as I saw an airplane crashing into a high-rise building. Oh my God, what a horrible accident. Then, to my amazement, another airplane hit another building. I could not believe what I was seeing.

And then reports of another plane crashing. What is going on? And then another plane crash. The destruction of buildings and the people and cries for help, the falling of the buildings and the large amounts of smoke in the streets. I began to cry, not knowing why. Security was not on my mind. I only wanted to help someone. Two weeks later I was still crying every time I saw the image of the scene in New York. It was later that I became more aware of what kind of world I was living in. Security set in. What could I do to help prevent such a thing from happening again? How could I be more aware?

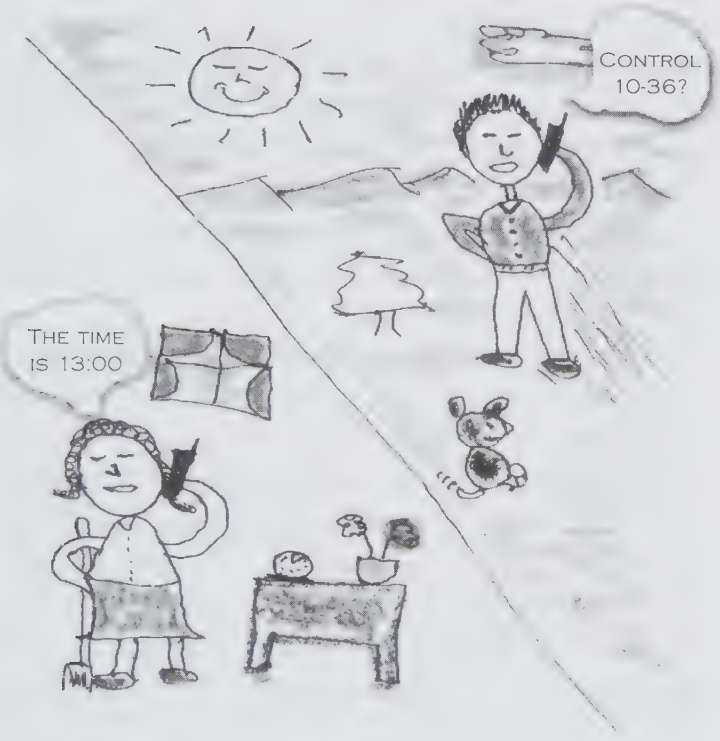
Security past due

Some type of security had gone wrong. Was it the government? Was it the airline? Was it made by man? Was it a computer error? What had gone wrong? I did not have an answer. But I knew I was going to do something to prevent this or any other accident from happening again.

I alone was going to save the world. But, where to start? As a security officer, my mind raced with ideas about everything. How could I, one person, help my fellow mankind? I began to look around to see how I could be a bad guy. Thinking about doing a very bad thing. Thinking like a terrorist. If I wanted to destroy, if I wanted to put fear into America, if I wanted to kill all of America, what would I do? I found many ways to do the job. I'm sure you to could find ways to hurt America. But our government has ways to stop and prevent many of these from happening. Security has a great step on preventing 9-11 from ever taking lives and property again. But I wanted to do my part also. So I became even more vigilant in life. I am so proactive that my thoughts are of being the best of who I am. Security became the most important thing to me. And now I see through a glass darkly. I see everything more clearly and with desire; want to be of service to everyone and my country. God bless America.

Vigilance, Safety, Helpfulness, Integrity, Protection, and Guidance Will prevail!

Just For Kids



He said, "10-36" or "What time is it?"
She said, "1300" or "1 o'clock p.m."

Easy and fun!

You too can do it

Did you ever think, "How can I do something for my country, my friends, my neighbor, my children, myself?" Well, there are lots of things that you can do. Let's look at a few things that can make a difference.

You too can be a security officer

1. You can be aware of things around you. When you leave home, did you turn off all electrical things? Lights, toaster, water, TV, fans.

2. Have you ever checked the wires from that lamp? Wires around the swimming pool? How many things are plugged into one outlet?

3. Do you slip and slide when you are in the bathtub? Is there a handrail? Do you take a phone into the bathroom with you?

4. Do you smoke? In bed? When you're sleepy? Do you have a fire alarm? Are there bars on your windows? (Smoking is bad for you, you know.)

5. Do you and your children have fire drills? Do they know how to call 911? Can you save your life or other people's lives?

6. Are you a handicapped person? Can you call for help for yourself or others? If in a wheelchair, are your batteries always charged up? Is your bed in a safe place in case of an earthquake? Do you keep a list of telephone numbers near you? Is your medication in a place where others can help you with it?

7. When in a market, and you see a broken jar on the floor, do you tell someone about it or do you think someone has already reported the matter to the store personel, so why bother? You should tell someone about it right then. Never assume anything!

8. If you see someone fall, do you help that person, or do you go for help? You should go to the person and ask them if they need help. Then go for help. Tell someone about the accident, they will be of help.

9. If you see a person in a fight, call for help. Do not try to break it up. You could be injured. This is how you can secure the problem.

10. If you are going to the bank, and you see a box or a package nearby that looks out of place, and no one is around it, call for help! Stop a police car, and let them know what you have seen. Go into the bank and tell the personnel about it. Don't assume that it is just a box or package. It may be nothing, but you have been concerned enough to do what is right. Also, do not touch or look into the box or package!

11. You are in a friend's house, and you see a gun case that is not secured or locked, what do you do? You go into the bedroom and see a bottle of pills on the night stand, what do you do? Your friends will not mind if you bring up the subject. Express your opinion about the safety of their children and others. They will know that you care.

DO YOUR PART!

Fear and fearless

Fear:

Let's look at this word. It sounds like evil. But it is not. The word means unpleasant emotion caused by coming evil or danger. Emotion to me is the key word. This has a meaning of mental agitation, excited state of feeling. This relates to mental security, our peace of mind. Something we can control. It is perfectly normal to feel fear. But there are many types of fear. When applying for a new job, one can have fear. It does not mean that we are going to die. Fear can take the place of apprehension. Something we all go through.

If you have confidence in yourself and the security within yourself, then you have no fear. The job interview is in your favor, and you know that you are prepared. So, do not be afraid of fear. You control everything.

Fearless:

Who is fearless? We are born with it. Yes, you and I are fearless creatures. We fear nothing for many years. Then, one day something happens. Someone or something larger than us threatens differently what we have been taught.

Who is fearless? The policeman or woman, the fireman or woman, the fool, Superman, our heroes that rush in and save our security. Our military has fear, but they are fearless in what they achieve. So can you!

MOSTLY GOOD, SOME BAD!

THERE IS GOOD SECURITY,
THERE IS BETTER SECURITY.

The good news is, you are always protected by security. There is always someone that you can turn to in case of need. You can always call 9-1-1 for help. You can write to your government and express your concerns and ask for help. Your local police department is always open. Your security officer at the bank, store, mall, is at your service. These men and women are professionally trained to give help and support. They also want to. It gives great pleasure to aid someone. At the end of the day, to look back and say to yourself, "I made a difference and went out of my way to help someone." You too can make a difference. Help a handicapped person in a wheelchair. Smile and wave to a child you don't know. Thank your letter carrier for the mail. Thank the stranger for picking up the trash and putting it in the trash can. Say hello to a homeless person and smile.

I have had people come up to me while on duty and say, "Thanks for being here for me, I feel much safer." That really makes my day.

But there are the officers that are lazy. They can be spotted right away. They are working only for the money. They dress sloppy. They hide until their shift is over. They do not care. They are not friendly. They do not have an answer for you. Please, go to another officer and tell them what you have encountered and report the officer.

THE CELL-PHONE

CAN YOU HEAR ME NOW?

They come in all sizes. They save lives. They give security. We depend on this wireless phone to communicate with the world.

SPLIT SECONDS

Today's world has given us things that my grandfather did not have. He was a city detective in Nashville, Tennessee. In his day, in times of trouble, he had to find a phone somewhere and call for help. This of course took a lot of time and sometimes he lost his suspect.

Security must have been discouraging at that time. The will to help but slowness of time. The response of police cars. The employment of officers in any condition. The time factor of 1935.

Today, some seventy years later, things have changed so much that looking back is very funny. Technology has changed the security industry so much that my grandfather would not believe his eyes. Time has been cut into seconds. We can now receive contact with any place in the world in a matter of seconds. The two-way radio has made it possible to call for help or to relay a message as fast as the speed of sound.

Also, of course, is the ever-popular cell-phone. Most everyone has a cell-phone. In fact, it looks funny to see everyone talking to everyone at the same time. But this is progress. Many lives have been saved because of the cell-phone. People have also been hurt in auto accidents because of the cell-phone. This invention has given security to millions of people. The many ways of its use is unlimited. Security services use both the two-way radio and the cell-phone so you can be assured that you and your children are always protected.

Functions of a security officer:

1. **Maintain law and order.** Security personnel are representatives of both management and symbols of law and order, and as such should seek to prevent crimes and offenses against the client's property and personnel.

2. **Restrict admittance.** Guarding entrances and exits, security officers are to enforce the rights of the client and restrict admittance. This function prevents entrance of criminals, undesirables or those who do not have proper credentials.

3. **Reduction of illegal movement.** The inspection of incoming materials including that held by pedestrians or vehicles in transit controls the entry of liquor, weapons, and other contraband. The inspection of outgoing materials minimizes theft of tools and equipment and increases the difficulty for removal of any client's property.

4. **Minimize damage.** Security officers frequently take appropriate action to minimize damage caused by water leaks, fuel, fire and any other conditions that are hazardous to a client's property.

5. **Maintain good public relations.** Each officer must be alert and firm in enforcing his orders, but it is essential that he must be courteous in dealing with individuals who enter and leave through his area.

6. **Traffic control.** Officers are to control traffic always.

HINTS WHILE ON PATROL

NEVER, NEVER ASSUME ANYTHING

Always personally verify information and procedures yourself. Count keys given to you. Verify the building is secured. Prepare yourself and your equipment to handle any emergency during your shift. Always be alert.

PATROL TECHNIQUES

Observe everything. You should be aware that day patrol is different from night patrol. Keep on the move. At night you should use the shadows of darkness to better observe.

Practice the principals of observation 24 hours a day. You have five senses. Use all of them.

RULES/REGULATIONS

1. Officers must display proper conduct, protect life, and enforce security regulations.

2. Officers will comply with and respect all rules and regulations of the company and the client.

3. Officers will not solicit or accept gifts or rewards for performance of duty.

4. Officers will stay on post until properly relieved and leave their post clean and orderly.

5. Officers will tag and return all found items to the security headquarters.

6. Officers shall never use force to enforce policies or rules, but may defend themselves in the event of an unprovoked attack.

Employee liability:

Employees will receive extensive training regarding powers of arrest. However all employees are to remember that they are civilians. If the arresting citizen does not act in good faith or makes an arrest that is not necessary or legal, he or she is subject to litigation.

The same applies to a security officer, but is more regulated and scrutinized because the security officer has received training that a citizen has not. The security officer is registered with the department of consumer affairs, bureau of collections and investigative service. All security officers must pass a course of instructions called the powers to arrest.

This is a three-day course, and covers the laws of the state where he or she lives. The course also covers litigation and liability.

A security officer must always remember three basic rules:

1. Your duty is to prevent offenses, not to apprehend offenders.

2. You are not armed and it is not advised to deal with violent persons at any time.

3. Your duties are valuable to the company and client, and to keep the peace and maintain order, especially in cases of violent crimes in progress. You may be called to be a witness in court, so always be alert. Take notes.

Just For Kids

She said, "What is your 10-20?" or "Where are you?"

He said his location, the donut shop, and he said that he was on a meal break, or a 10-7.

Fun and easy!

Badges versus badges:

There are many types of badges. Some security personnel do not even wear a badge. The word badge means mark or sign. I want to show you the difference between these badges, and the different officers that wear a badge.

First, I was in the marine corp. And during my tour of duty, I was in a military police battalion. In the armed forces, the security services, the soldier does not wear a badge. Instead, he or she will wear an arm sleeve on the left arm that in bright letters says MP. This is a symbol that this person has the authority of legal power or the right to give permission, to delegate power, to settle a question, and the power to control crowds or a person.

As we all know, in the police department all officers wear a badge. This is a visible sign on their uniform that tells us that he or she has legal power to perform legal duties. Although some of the undercover officers wear or carry their badge in a concealed place, all officers must carry and show their badge to identity themselves. All badges do not have the same power. The federal officer has the most power. These officers can be seen at airports, at federal buildings, at hospitals, and have their own agency. Officers that are involved in money pick-up or delivery are federal officers. They carry guns and have power to go any place at any time.

Never stand in their way or ask them for directions.

Other officers:

On our streets and highways and on our freeways, we have the highway patrol officers. These men and women protect our safety on the roads and highways. They keep us from speeding, from hurting others, from property damage, and give us the security that we are safe and secure when we are in an automobile. They risk their lives every day, and are the heart of our well-being.

We also have officers on the waterways. These men and women serve us in many ways. They keep safety in the water—both under water and above. Boat safety is very underrated. People love the water, but some people take advantage of the waterways. They relax with alcohol and drugs, and are a danger to all of us. The accidents that are caused on waterways are as large as the road accidents, and kill people and destroy property, just so they can enjoy themselves on the water.

You should report people who are doing things that are unsafe in and around the water. This is for your own safety, and the safety of others.

Security officers at the mall, at the market, at the store, where you work, in the parking areas, at the bank, most anywhere you look, are the most underrated of them all. But are the most valuable! These officers are the eyes and ears for clients, the police, for the fire department, and your safety. They may not have the power that other officers have, but when it comes to protection, they rule.

Dangerous people:

Some of the most dangerous people are the ones that do not care.

These people are only concerned about their own lives. They do not want to be involved in helping or caring for their country or the people around them. They do not hear the cry for help. They turn their heads to the violence that is going on around them. They live in fear for their own life.

These people do not see the problems or the unsafe conditions that could save a life. They will not put their life on the line to help or save another person or thing. We all see these people all the time. They will not report a crime taking place. They will not report a broken jar of jam on the floor. Let someone else report the problem. Do not get involved. It takes up their time. They assume that someone will do the right thing. Why me?

But hear their voice when something happens to them. Why didn't someone call for help? They knew I needed help. Didn't someone see my need? Didn't someone hear my cry for help?

The fact is, we need each other. We need to be a part of what is going on. We need to see each other. We need to be a part of that broken jar on the floor. We need to report what we see and hear. We need to help each other grow and help our country grow. This is the way to help make America strong. Let's stand together.

ANGELS ON EARTH:

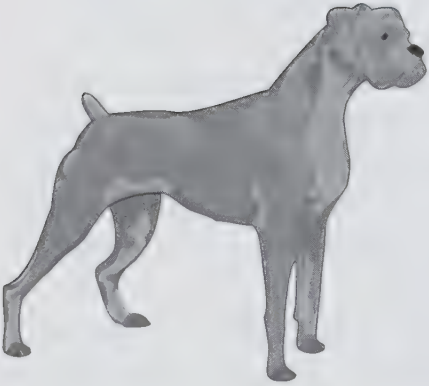
The angels have landed. No, not the spiritual type. These angels are of mankind. They are the protectors of people and property. One day, one man woke up and saw a need for his protection and the protection of others. He sat looking out of his upstairs window and saw gangs of men taking advantage of the people, and his friends in his hometown. The men and women, the handicapped, children, all subject to violent actions. The gangs of New York were too much for him.

He thought, maybe a gang of his own. A good gang. A group of men that could protect the place he loved, and the people. So, he started what we know now as the Guardian Angles. This group of men, and later women, would be an organization that was to be feared and respected by the violent gangs of New York.

They were! And the police department respected the Angels for their goals and what they were doing. As the Angels grew stronger, their strength began to spread to other cities. Protecting people of all races. Some police called them a vile group and did not support them. Others did. Today, they can be seen in eight countries. They serve us in subways, on the streets, at bus stops, at night, and at day. Thanks to this one man who cared for the human race, a man who said no to violence, his group of men and women can now be seen in L.A., London, New York, and cities across America.

THANK YOU, ONE MAN.

K-9 Training



Pets that save our lives.

With training, these dogs can find anything: people, drugs, bombs. And they save people in water or on the ground. Their sense of smell is like none other.

Security, always for us all.

A quote: man's best friend!

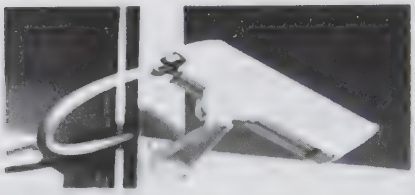
SECURITY TO THE DOGS:

If you ever have the chance to watch the training of dogs, do it! And if you have children, take them. We all think of our animals as just great pets. But our pets can save your life.

We hear about the pet that woke up its master when there was a fire in the house. This is true. They have a sense of smell that is unreal. They also know what to do when they smell trouble. They know how to survive in weather, in water, in snow, and under pressure. We never hear about our cats saving someone, but I'm sure there are stories about them doing the impossible. But our dogs are the security that we look to when we need help.

The handicapped person in a wheelchair, the blind person, depends on their dog to see them though the day and night. They will guide their owner to safety and protect them always. This dog has been trained. Many hours of training by experts have instilled in the dogs. They train to smell, to see, to hear, to protect, and serve their master. We see the police dogs at airports, at the bus stations, and at a building collapse, using only their sense of smell to find people that we can't see. Their keen sense of smell finding drugs in baggage, in cars, and even buried in the ground. Instincts in these animals are a feature that man does not have. The lives that have been saved, the loyalty to mankind, makes these animals very special to our security, and our protection.

The walls have eyes



You are seen everywhere you go. And you don't even know it. Someone is always watching you. Security companies use this type of equipment to catch the bad guys.

Today's cameras give you security. In your home or your apartment. You can see everything you want to see. Day and night protection. Use the joystick to move the camera's eye, and become remote in your view. You record, and play back what you see. You now are James Bond. Enjoy the toy. Security is at your fingertips.

James Bond this:

James Bond has everything when it comes to security. So can you. I will tell you how to be your own James Bond. It's simple. All you have to do is look in the telephone book. Look under the word "security." So simple. You have security control equipment, you have security guard and patrol services, you have security consultants, and surveillance. These are some of the things that give us peace of mind.

Items can be found for your home or apartment. Security cameras are great. They can be placed anywhere and see everything. A camera and a recorder, that's all. If you want to really be a James Bond, you need a nanny cam. This can be put completely out of sight. In a book, in a light fixture, in a flower pot, in your hat, in your coat, in your brief case, you name it, it will fit.

Burglar alarms come in many different types. They can make a lot of noise for a long time, and do not have to be run by electrical power. They can work from a battery power. They can also be silent alarms. This type alerts a security company that responds to your home. Door safety is the thing to have. It is an access card. No keys! Check it out. Also, look for a spy shop. There you will be amazed at the things you will find. A spy shop, James Bond here we come. Things that give you security, peace of mind, do not cost that much, in fact, you can rent units. Ask your dealer. Or ask a consultant. And of course, a good K-9 is protection and a friend!

Secure and Protect

It's Your Money
Keep it or give it away!

Security cost:

We all know that the government spends a lot of money on homeland security. They also spend a lot of money all over the world to be sure that America is protected. Our armed forces cost. Equipment costs. Bombs cost. The lives of our people cost. Buildings cost. Money is not cheap. Security is not cheap. I believe that America is like my house. The more that I take care of it, the more secure I feel. And I like that feeling.

Let's talk about money out of our own pocket. Did you know that every time something is stolen it comes out of your pocket? Yes, it does. You pay when people steal things. As a security officer, I have made incident reports on everything. At the studios where I have worked, and in high-rise buildings, people steal golf carts, computers, pens and pencils, paper supplies, TVs, recorders, and our money. Most things are covered by insurance. The insurance companies pass these costs on to us.

Stealing will never go away. Large companies charge our country millions of dollars for a service we don't even see. You have heard about the box of rubber bands that cost $38.50, and the store only charges $0.85.

We that work in an office, a market, the studio, construction, supply house, all of us can help in cutting costs. If you see someone stealing, report him or her. Just go to your security officer and say, "I saw someone stealing!" You do not have to get involved. They will watch this person!

The year 2088

What has happened to the United States of America?
Has the USA moved somewhere?

The population of Mexico has tripled!
Mexico is moving north, Canada is moving south.

BORDERLINE SECURITY

The United States-Mexico border streaks for miles and miles. Protecting this border are fences, dogs and walls. We have foot patrols, air patrols, night patrols, gates, and still people get though to the U.S.A. The population of our friends in Mexico will triple in the next twenty years. That is for sure. So, they cross the border to seek work and American freedom.

The Canada-U.S.A. border is a little different. This border runs from the east coast to the west coast. Canada loves Canada. So, they filter to the U.S.A. much slower, but they come. America respects both countries and opens her arms to all people. But there is a limit to space. Where to put all these people?

Security of the U.S.A. wants to weed out the bad guys and help the good guys. Our security must be strong. Our security must be the protector of America.

Recently in Russia, 350 people died, mostly children. This happened on September 3rd, 2004. President Putin said that it was reported to him that terrorists had crossed the Russian border with weapons and explosives disguised in construction equipment. "Our border crossings are weak, and the protection is weak."

9-11 found that terrorists had crossed Canada's border. America must be stronger and stronger. Security must prevail. America's population must prevail. Write to your congressman about our borders.

Just For Kids

He said, "Control, 10-25 at Tommy's house" or "Meet me at Tommy's house."

She said, "10-4, will do" or "I understand."

EASY AND FUN!

ME AND MY FRIEND:

Hi, boys and girls, this is something fun for you. It is also very important. This is what the police department and the military use to communicate with each other.

A little history for you. In 1941, the Army/Navy developed this style of phonetic. This was used in the heat of battle of the war. Later, in 1950, some of the words were changed. Now the phonetics are used by the international civil aviation for all airlines. It consists of English words and can be easily recognized by other languages.

When you and your friend are playing with your two-way radios, you can talk using this language. It's fun and a new way to learn about the way that the police and fire department and airplanes talk to each other. It's easy to remember, and fun to talk.

Example: "where are you?"

You say: "whiskey-hotel-echo-romeo-echo"=where; "alpha-romeo-echo"=are; "yankee-oscar-uniform"=you?

CUT OUT - ONE FOR YOU, ONE FOR A FRIEND

LETTER	PHONETIC	LETTER	PHONETIC
A	ALPHA	N	NOVEMBER
B	BRAVO	O	OSCAR
C	CHARLIE	P	PAPA
D	DELTA	Q	QUEBEC
E	ECHO	R	ROMEO
F	FOXTROT	S	SIERRA
G	GOLF	T	TANGO
H	HOTEL	U	UNIFORM
I	INDIA	V	VICTOR
J	JULIET	W	WHISKEY
K	KILO	X	X-RAY
L	LIMA	Y	YANKEE
M	MIKE	Z	ZEBRA

LETTER	PHONETIC	LETTER	PHONETIC
A	ALPHA	N	NOVEMBER
B	BRAVO	O	OSCAR
C	CHARLIE	P	PAPA
D	DELTA	Q	QUEBEC
E	ECHO	R	ROMEO
F	FOXTROT	S	SIERRA
G	GOLF	T	TANGO
H	HOTEL	U	UNIFORM
I	INDIA	V	VICTOR
J	JULIET	W	WHISKEY
K	KILO	X	X-RAY
L	LIMA	Y	YANKEE
M	MIKE	Z	ZEBRA

Phonetics

Phonetics are used to identify auto and truck license plates. When reporting a license plate number, use the letters on the plate, not the number.

Example: 103 TRNS 41JJ

On your mike, you say, "Control, the plate number is, 103-tango-romeo-november-sierra-41-juliet-juliet."

A car has 7 digits.

Example: 799 KXM 8

You say, "799-kilo-x-ray-mike-8."

Fun and easy!

LETTER	PHONETIC	LETTER	PHONETIC
A	ALPHA	N	NOVEMBER
B	BRAVO	O	OSCAR
C	CHARLIE	P	PAPA
D	DELTA	Q	QUEBEC
E	ECHO	R	ROMEO
F	FOXTROT	S	SIERRA
G	GOLF	T	TANGO
H	HOTEL	U	UNIFORM
I	INDIA	V	VICTOR
J	JULIET	W	WHISKEY
K	KILO	X	X-RAY
L	LIMA	Y	YANKEE
M	MIKE	Z	ZEBRA

Official code 10 list:

This is really fun. When you are talking to someone on the two-way radio, you can give these codes. You don't even have to be on the radio. Your mother says, wash your hands, you say, 10-4. This means, I understand. Your father says, take out the trash, you say, 10-4. This means that you understand. You might say to your mother, Code 10. This means you need to go to the rest room. Your father might say, "Did you lock the door?" You say to him Code 4. This means everything is under control.

The list is easy to learn. You may not use all of the list. Some codes are never used. Some you use a lot. I use Code 10-100. I want a 15-minute break. Or I say, "Code 7," I'm hungry. Try this on your mom and dad. They will learn what you are saying to them.

Here they are:

10-1 Receiving Transmission Poorly
10-2 Receiving Loud And Clear
10-3 Stop Transmitting
10-4 I Understand
10-5 Relay Message
10-6 Unit Busy
10-7 Unit Out Of Service
10-8 Unit Available
10-9 Repeat Message
10-10 Negative
10-14 Escort A Person
10-19 Return To Control
10-20 What Is Your Location
10-21 Telephone Call
10-22 Disregard
10-23 Stand-By
10-25 Meet Me At . . .
10-33 Emergency
10-36 Correct Time
10-42 Home, Residence
10-50 Traffic Accident
10-81 Arrived At Control
10-97 Arrived At Location
10-98 Clear From Location
10-100 Break Of 15 Minutes

If you do not understand some of these codes, ask your parents or your teacher or the policeman.

Have fun with security codes!

Codes only:

These codes are a little different from the 10s. They are more direct. Example, a 10-100 is for a break. A Code 10 is for a rest room break. Or a Code 7 is for a meal break. See the difference? A 10-100 is a break, but it can last for 15 minutes. Your mom or dad might say to you, take a 10-100. So, you go sit down for 15 minutes. You and your family are at a movie or a restaurant, you say to your dad, I need a Code 10 He will know that you are going to the restroom. These codes are fun to use. Below you will find the codes that police, fire fighters, and security officers use all the time.

Here they are:

Code-1	I Acknowledge Your Message.
Code-2	Urgent-But Not Top Priority.
Code-3	Emergency- Respond Quickly.
Code-4	Situation Under Control.
Code-5	Stakeout-All Units Avoid Location.
Code-6	Out For Investigation.
Code-6-Adam	Out For Investigation, Need Back-Up.
Code-7	Meal Break.
Code-8	Fire.
Code-10	Restroom Break.
Code-12	False Alarm.
Code-30	Alarm.
Code-30r	Ringing Alarm.

These are easy to learn and fun to use. They can even save a life. What if you were to have a fire in your house. You could call 9-1-1 and report a big Code 8. Code 8. Think about it.

CODE 10 CUTOUTS

Hi, again. These Code 10s are for you to cut out and keep with you. Put the 10s in your wallet and use them for having fun. Easy to remember.

10-1 RECEIVING TRANSMISSION POORLY
10-2 RECEIVING LOUD AND CLEAR
10-3 STOP TRANSMITTING
10-4 I UNDERSTAND
10-5 RELAY MESSAGE
10-6 UNIT BUSY
10-7 UNIT OUT OF SERVICE
10-8 UNIT AVAILABLE
10-9 REPEAT MESSAGE
10-10 NEGATIVE
10-14 ESCORT A PERSON
10-19 RETURN TO CONTROL
10-20 WHAT IS YOUR LOCATION
10-21 TELEPHONE CALL
10-22 DISREGARD
10-23 STAND-BY
10-25 MEET ME AT . . .
10-33 EMERGENCY
10-36 CORRECT TIME
10-42 HOME, RESIDENCE
10-50 TRAFFIC ACCIDENT
10-81 ARRIVED AT CONTROL
10-97 ARRIVED AT LOCATION
10-98 CLEAR FROM LOCATION
10-100 BREAK OF 15 MINUTES

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10-97 ARRIVED AT LOCATION
10-98 CLEAR FROM LOCATION
10-100 BREAK OF 15 MINUTES

Yes, these are for fun, but they are very important and something you can use all your life. So, enjoy and remember that these are security codes.

Just For Kids

She said, "This is your mother, you have a 10-21." A 10-21 is a telephone call.

He said, "Thank you, mom. Take a message for me, OK?" He knew that a 10-21 was a phone call.

Fun and easy!

THE END:

The end of one road is the beginning of another. The end of one life is the beginning of another. Our children are the beginning of what they have learned from you and I. They are our security for our lives. If we show them the end of the road, they will make new roads. They will make secure passages and safe ways for themselves and their children. This is the way life evolves. This is evolution.

You have read in this material ways to join the future. Ways to help your family, ways to help your children, ways your children can be of help to their country. I believe they are the new roads. I heard a little 4-year-old girl tell me, "I want to be a fire-woman when I grow up." I said to her, "you mean a fire-fighter." She said, "No, a fire-woman." Girls and boys know what they want. They can hear their own kind of drummer. They will build their own kind of road. While they are teachable, we must reach out and teach them.

Our days will end; their days are just starting. They will learn that security, protection, and safety are keys to their children's future. They will work hard to make it happen. We do not have to worry as long as we have done our part. They must learn that freedom is the answer. They must see hardship as we have.

They must read the dollar bill where it says, "In God we trust." They will prevail.

My days

When I was a kid in school, there were programs that were offered. I was a hall patrol officer and gave out passes to kids that were late to class. I gave tickets to kids that ran in the hallway (if I could catch them), and I felt good about what I was doing for my school. I also helped at the school crossings. That was fun for me.

I was wondering if schools today had programs that kids could be in. Yes, there are. In fact, the police department has a program where they come to the schools and work with children to show them how to be constructive citizens. They teach about safety in and out of the home. They teach about security and protection of America.

As teachers, protectors, and parents today, it is our responsibility to educate all of our children to be the best they can be. They can also teach us what we may have forgotten. So, love them, teach them, and care for them. They are the security of America for tomorrow. We are their security for today.

Thank you for your attention in this matter.

S/O Robert Phillips

JUST FOR KIDS

Hi boys and girls,

This is just for you. This is your chance to ask any questions about security. When you get older and look for your place in this world, if you know some of the answers it will help you be a better person in life.

The more questions you ask, the more you will know. Knowledge is the key to your life. Never be afraid to ask a question! I want to hear all your questions. To you they may sound silly, but to me they are important. So, please write and ask anything.

To start, tell me your name, then your age. What grade are you in? Where do you live? Do you have a brother or a sister? Then ask me any question you have. Some examples are: Do I need a fire extinguisher at home? What kind of dog can smell a bomb? How can I help at school? I am 8 years old, how can I be important? You are very important to me and I want to be there for you. So, write to me and ask. Not just one question, but several, OK. I'll write you back soon.

Your friend,
Security Officer
Robert Phillips

See front of book for my address.

JUST FOR KIDS

Last thing I want to say is thanks for reading this book. You are the children of the future. I was the future for my mom and dad. My generation has done many things to make your life better. This is your chance to make things better for your children. May your future be bright and full of love for all mankind. God bless you all.

There is one more code for you to learn.

Code 81.....mother
Code 82.....father
Code 83.....brother
Code 84.....sister
Code 85.....movie
Code 86.....fun
Code 87.....play
Code 88.....games
Code 89.....I love you
Code 90.....kiss me

There are many good stores to buy your two-way radio set. They come in pairs so you and a friend can enjoy this type of fun. There are different ranges on different models, so get a long-range for distance. Look at stores such as Radio Shack, Wal-mart, Sears, K-mart, or check your phone book. And have fun!

$10.95 U.S.
$15.95 CAN.

Educational

Dear friends,

The material in this book is designed to show you and your children that we can make America stronger and make us feel good about ourselves. The things that we do each day can make a difference. Together you and I and Joe and Jane and Mike and Mary can help our neighbors see we want to help America. We can show the world that we care about the flag and what it stands for. My kids and your children look to us to give them security and protection. We can show them that we care about our country. We can take them to the voting poles with us, and show them what freedom means.

Security Officer, Robert Phillips

YOU ARE THE SECURITY WE NEED!

SECURITY TODAY LIFE TOMORROW

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